

ARLINGTON PUBLIC SCHOOLS

In accordance with the provisions of the Massachusetts General laws, Chapter 30A, Section 20, notice is hereby given for the following meeting of the:

***Arlington School Committee
School Committee Organizational Meeting
Thursday, April 13, 2017
6:15 PM***

Call to Order; Mr. Paul Schlichtman, Chairperson Pro Tempore

Nomination and Election for Office of Chair

Nomination for Office of Vice Chair

Nomination and Election for Office of Secretary

Vote to Approve Committee & Liaison Assignments for 2017-2018

Vote on Authorization of Chair to Sign Payroll Warrant

Per Policy BDA: Standards and Norms of the Arlington School Committee, BDA-E

Adjournment

The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Stated times and time amounts, listed in parenthesis, are the estimated amount of time for that particular agenda item. Actual times may be shorter or longer depending on the time needed to fully explore the topic.



Town of Arlington, Massachusetts

Call to Order, Mr. Paul Schlichtman, Chairperson Pro Tempore



Town of Arlington, Massachusetts

Vote to Approve Committee & Liaison Assignments for 2017-2018

ATTACHMENTS:

Type

File Name

Description



Town of Arlington, Massachusetts

Vote on Authorization of Chair to Sign Payroll Warrant



Town of Arlington, Massachusetts

Per Policy BDA: Standards and Norms of the Arlington School Committee, BDA-E

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	bda_(1).pdf	BDA Standards and Norms
▣ Document for Approval	bda-e_Norms_and_Standards_(1).pdf	BDA-E Norms and Standards

SCHOOL COMMITTEE ORGANIZATIONAL MEETING

Officers of the Arlington School Committee shall be elected at an organization meeting held only for this purpose each year. The organization meeting shall be scheduled for a date and time after the annual town elections, and prior to the first regular School Committee meeting of the month.

Officers shall be elected separately for terms of one year. A majority vote of the members present shall constitute an election.

That member with the earliest date of committee membership shall preside as Chairperson pro tempore until the new officers are elected. The chairperson shall conduct the election of all school committee officers, following the methods set forth in *Roberts Rules of Order*.

For the purpose of defining seniority of school committee members under File BDA and File BDAA, the following rule shall apply. When two or more members are elected for the first time at the same election, and when both members have had identical lengths of service on the committee the senior member shall be determined by the member receiving the greater number of votes received in the election in which the members were first elected.

Approximately one month prior to the School Committee Organizational Meeting, school committee members interested in officer positions will notify the administrative secretary and/or chairperson.

Any vacancy among the officers occurring between organizational meetings will be filled by a member elected by the School Committee. The election will be conducted as described above.

“At each organizational meeting the newly elected Chair shall read aloud the Standards and Norms of the Arlington School Committee, attached hereto as BDA-E, and invite each member to publically sign the document. All members shall be provided with BDA-E prior to the organizational meeting.”

CROSS REFS.: BBB, School Committee Elections
 BDAA Election of School Committee Officers
 BDA-E School Committee: Norms and Standards
 BE Regular School Committee Meetings

Revised: March 22, 2012

School Committee: Norms and Standards

We, the Arlington School Committee, acknowledge that a School Committee meeting is a meeting of School Committee members that is held in public and not a public meeting and that we will make every effort to ensure that meetings are effective and efficient. To that end, we acknowledge the importance of subcommittees and we and the superintendent agree to utilize them to focus on specific topics in-depth and to prepare for presentation, deliberation, and possible action by the School Committee.

We, the Arlington School Committee, set forth these Standards and Norms that we will all commit to abide by as individuals and as a committee:

1. Represent the needs and interests of **all** students in the district.
2. Exercise leadership in vision, planning, policy making, evaluation, and advocacy on behalf of the students and district, **not** in managing the day-to-day operations of the district.
3. Conduct our business through a set agenda. Emerging items will be addressed in subsequent meetings through agenda items.
4. Provide full disclosure. Each member will provide input, encouragement, express concerns and positions rather than withhold information from other members. When a committee member feels that there has not been full disclosure, an objective process for revisiting the issue will be used.
5. Maintain an open environment where each member is empowered to freely express opinions, concerns, and ideas. Committee members will work together to clarify and restate discussions in order to strive for full understanding.
6. Keep an open mind and accept that they can change their opinions by recognizing that they are not locked into their initial stated positions.
7. Make decisions on information and not on personalities. Committee members will act with the best information available at the time considering data, the superintendent's recommendations, proposals, and suggestions. Committee members will strive to make the best decision at the time.
8. Debate the issues, not one another. The committee will engage in critical thinking, expecting all committee members to freely offer differing points of view as part of the discussion, prior to making a board decision.
9. Not take unilateral action. A committee member's authority is derived only through a majority decision of the committee acting as a whole during an open, public

meeting.

10. Attend meetings well prepared to discuss issues on the agenda and will be prepared to make decisions, striving for efficient decision making.
11. Strive to have no surprises for the committee or superintendent. All members will receive the same information on all topics in a timely manner.
12. Strive to reach decisions by consensus. Discuss with respect, disagree without acrimony. When consensus is not possible, all members will publicly abide by the majority decision.
13. Understand and respect the chain of command as it concerns roles and responsibilities and direct others to do the same.
14. Review and revise our standards and norms, as needed, as part of the committee's self-evaluation.

Arlington School Committee adoption and approval on March 22, 2012

Arlington Public Schools